

ABOUT MONO COUNTY

Wild by nature, Mono County is a destination that is full of adventure. Set on the eastern slopes of California's Sierra Nevada Mountain Range, Mono County is a rare environment of natural contrasts: soaring granite peaks & spacious desert vistas, quiet lakes & bubbling hot springs, cold mountain streams, winter snows & sunny summer skies, rolling sagebrush hills & vibrant wildflower meadows.



Photo: © Greg Newbry

Best of all, this natural playground is matched with a complete range of amenities & activities making it an ideal place to get away from it all. Enjoy an array of fine shops, restaurants & cafes, snowboard or bike down mountain trails, fish for trout, relax in a soothing hot spring, or paddle a kayak along the shore of an ancient inland sea.

The Town of Mammoth Lakes is the most populated area of Mono County & offers fine schools, shopping, dining, & recreation.

The County Seat is located in picturesque Bridgeport. The northern areas of the county include Topaz, Coleville & Walker, which offer a more quiet & rural way of life, with shopping in near by Gardnerville & Carson City, Nevada.

Rat Race? Graveyard Shift? Commuting got you down? Looking for a lifestyle change with a great quality of life? Mono County's Public Health Department has a job for you. Mono County is a sparsely populated rural county that offers a great quality of life & recreational opportunities for the outdoor enthusiast. Ski Mammoth, fish the Sierra, enjoy working where you vacation.

BENEFITS: Mono County provides generous benefits, 2.7 % at 55 PERS retirement, medical, dental, vision & deferred compensation with County contributions.

TO APPLY

Application materials may be received & returned to:

County of Mono, CAO/HR
P.O. Box 696, Bridgeport, CA 93517
Telephone: (760) 932-5412
Fax: (760) 932-5411
hr@mono.ca.gov

Faxed and emailed applications will be accepted only if the original application is postmarked by the final filing date. Incomplete applications will not be considered.

SPECIAL NOTE: The provisions of this job bulletin do not constitute an expressed or implied contract. The County of Mono reserves the right to make necessary modifications to the recruitment plan. The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Any questions or comments about the need for accommodation should be directed to HR.

COUNTY OF MONO



INVITES APPLICATIONS FOR

**ENVIRONMENTAL HEALTH
SPECIALIST II, III**
Solid Waste Program
Coordinator/Local Enforcement
Agency (LEA)

In-County
FINAL FILING:
Friday, January 22, 2010

SPECIALIST II: (68): \$4,424 - \$5,377

SPECIALIST III: (74): \$5,130 - \$6,236

Equal Employment Opportunity Employer

THE POSITION

A position in the EHS II/III class series has become available in the Environmental Health Division of the Public Health Department. The primary responsibility of the successful candidate will be the coordination of the solid waste program and the LEA responsibilities for Mono County. The successful candidate is responsible for reviewing permits that pertain to the solid waste program. They are expected to provide compliance advice and enforce Federal, State, and local laws, and regulations. The solid waste program runs on a day-to-day basis by the coordinator in this position, under the general direction of the Environmental Health Director and the Public Health Director.

Along with the solid waste program responsibilities, the successful candidate will be involved in other environmental health program activities, as needed. The primary office for this position will be in Mammoth Lakes or Bridgeport and extensive travel throughout a large County is required.

Typical tasks include, but are not limited to:

- Local Enforcement (LEA) responsibilities which include inspections and oversight activities associated with active and closed landfills, transfer stations and abandoned dump sites.
- Permit review and approval, as necessary and in coordination with state staff, for all active solid waste facilities in Mono County.
- Updates, as necessary, of LEA program documents as required by the California Department of Resources, Recycling and Recovery (formerly CIWMB).
- Other general Environmental Health duties, as needed, which may include but are not limited to conducting compliance inspections of food handling establishments, substandard housing, land use, onsite sewage disposal systems and private water well permitting and construction inspections, recreational health facilities, public nuisances and other environmental and public health areas.

Ideal candidates will have excellent experience in Environmental Health enforcement and inspections. Appropriate registration is required for the Environmental Health Specialist II & III levels. Candidates should also demonstrate excellent written, verbal,

project management & organizational abilities. They must work with the public and be able to clearly explain laws and regulations, provide compliance advice, and enforce laws and regulations judiciously. Some assignments may require working closely in a team setting with other Divisions & Departments.

QUALIFICATIONS

Any combination of education & experience that would provide the required knowledge & abilities, is qualifying. A typical way to obtain the required knowledge & abilities would be:

II Level: At least one (1) year of varied experience in the field of environmental health and the possession of a valid REHS certificate from the State of California. Prior experience working in the field of solid waste is highly desirable. Education equivalent to graduation from a four-year college or university with a major in biology, chemistry, physics, environment science, or a closely related field.

III Level: Level II requirements and at least two (2) years of experience in the field of environmental health and the possession of a valid REHS certificate from the State of California.

Special Requirements:

Possession of, or ability to obtain, an appropriate valid California driver license. Bi-lingual skills a plus but not a requirement.

Placement within the class series will be based on a person's experience and background.

Physical Requirements & Working Conditions

Sit for extended periods; ability to walk in uneven terrain and on slippery surfaces; normal manual dexterity and eye-hand coordination; ability to crawl through various areas requiring movement on hands and knees; ability to climb, stoop, crouch, and kneel; lift and move objects weighing up to 50 lbs.; corrected hearing and vision to normal range; use of office equipment, including computer, telephone, calculator, copiers, and FAX; operate an automobile.

Knowledge of:

- Laws, regulations, requirements and procedures governing solid waste facility inspections and enforcement, as well laws and regulations pertaining to other environmental health programs;
- chemical, biological, physical, and environmental sciences;
- sampling techniques and standards;
- computers and general office software programs.

The examination process will consist of a review & competitive evaluation of the required knowledge & abilities as demonstrated on submitted applications. Those successful in this evaluation will be invited to an oral examination (weighted 100%), which also may include a related work performance exercise. If a large number of applications are received for this recruitment, only the most qualified applicants will be invited to participate in the examination process.

SUPPLEMENTAL QUESTIONNAIRE

These questions are designed to assist you in presenting your qualifications for this position. Your answers to these questions & your employment application will be thoroughly evaluated in order to determine the most suitably-qualified applicants to be invited to the oral examination. It is expected that you will be as complete & specific as possible. Your answers should be submitted on 8½" x 11" paper, typed, & submitted with your completed employment application.

Applications submitted without a completed supplemental questionnaire will not be considered.

1. **Describe your direct experience conducting solid waste facility inspections. Describe any experience you have in plan and permit review for solid waste facilities. Describe experience you have in any other general LEA oversight activities.**
2. **Describe environmental health work experience that you have in programs other than solid waste.**